



Board of Trustees Minutes December 9, 2014

In Attendance:

Dr. Susan Brady, Robin Hough, Sue Ann Bodily, Katie Leremia, Michael Payne, Kit Anderton, Rob Tudor, Devi Fournier, Ana Cabrera Moses, Jim Lipscomb, Tricia Weibel, Celeste Edmunds-Brady, Debbie Peterson, Anna Bodily, MJ Gregoire

The meeting began at 6:30 p.m.

November 11, 2014 minutes were approved unanimously. The move to approve was made by Sue Ann and seconded by Katie.

Financial/Facilities Report

- Debbie presented the purchases report. Kit made a motion to approve the report. Sue Ann seconded the motion. Jim abstained from voting. All other members voted in favor of approving the report. The motion passed and the report was approved.
- Debbie presented the Finance, Facilities and Transportation Report.
- The budget, revenues and expenditure report is currently a work in process. Debbie presented a draft version and explained to new board members how the report is structured. The final version of the report will be presented at the January meeting.

PTO Report

N/A

SBO Report

- Anna reported that the opera is cast and is rehearsing. Mindy is directing the advanced musical theater class in the Pirates of Penzance. Live music will be performed by the music department. The show will run March 19-21.
- On Friday the music department will have its showcases, focused on the conservatory. Next week is alumni week. Alumni will teach master classes on Monday thru Thursday and will perform on Friday. Tuesday there is an improve show and Wednesday and Thursday are voice concerts.
- The spirit squad is making blankets and bringing them to Primary Children's Hospital. The spirit squad is a club with Mindy as the advisor. They put on songs and dance numbers and perform at all assemblies. The goal is to keep spirit up at assemblies. They will also be a recruiting tool. Mindy is trying to involve students from all areas.

Faculty/Staff Reports

Faculty Report:

- Michael reported that faculty are forming visionary and marketing committees to come up with 1,3, and 5 year plans for the school and Michael asked for direction from the board on how to budget for this, especially factoring in capital and curriculum expenditures (and their dependence on each other.) Katie suggested that the main focus should be the 1st year plan, which takes the most time and it is easier to approach the project by starting on the first year. The board agreed with Katie's suggestion.
- Michael stated that there needs to be a stronger relationship between the board and faculty. He suggested that a board member come to faculty meetings to report on activities such as grant writing, fundraising, marketing, etc.

Committee Reports

Membership Committee:

- There is a Development Committee meeting on 12.10.2014 at 6:30.
- The Membership Committee needs board pictures and bios for the SLSPA website.
- The Marketing Committee will be setting up a meeting soon. Ana is gathering information on all our social media and defining what we have linked to SLSPA as a starting point. She will move toward creating a governance policy.

Administration Report

Principal Report:

- Meg will send the readiness to graduate to board members after the end of term.
- 33 students with 3 or more Fs have been talked with individually and Dr. Brady is communicating with their parents. There was a discussion about the grades and the ability to be involved in performances. Susan will present to the board a form that defines this procedure.
- Teacher evaluations will be using the SLC district form. There is an informal evaluation in the first part of the year and an informal one at the 2nd half of the year.
- The Utah Consolidate Application Grant is still in the process of having all 4 sections approved.
- Dr. Brady talked about recruiting/marketing ideas.
- Paint will be donated to turn room 17 into a cafeteria. Dr. Brady has asked for PTO assistance to paint the room.
- The first grant has been submitted to H-Wire for 30 computers. The grant was a project worked on with grant writing students at the University of Utah.
- Dr. Brady is trying to get an administrative intern from the University of Phoenix.
- Ana is aggressively working on the website.

Other:

- Robin presented a board training on what it means for a board to speak with one voice and why it matters. (Board Wiser, by Dr. Brian L. Carpenter)
- The board discussed after hours access to the school, specifically, that department heads would have access to the building after school hours and that teachers would have access with department head approval. (See G-10 Administrative Procedures for Safe, Secure, and Efficient Facilities - Salt Lake City School District.) Robin requested that procedures be established to clarify the new rules for building access. Robin would like to see the procedure statement at the January 2015 board meeting. Katie will send Highland's procedures for Debbie and Dr. Brady to review.
- The board will bring breakfast to staff on the December 1 faculty meeting from 7:45 to 8:45.

Next Meetings:

Next board meeting: Tuesday, January 13, 2015 at 6:30 p.m.

The board meeting concluded at 9:25 p.m.